



TOOL BANK LOAN CONTRACT
PLEASE FAX TO: (901) 523-0652

ORGANIZATION: _____

NAME/RESPONSIBLE PARTY: _____

ADDRESS: _____ ZIP: _____

PHONE: BUSINESS: _____ HOME: _____

I.D.#/LICENSE NO: _____ DATE/TIME OF PICKUP: _____

DATE OF EVENT: _____ RETURN DATE (NEXT BUSINESS DAY): _____

PURPOSE & LOCATION OF EVENT: _____

COMMENTS: _____

NUMBER OF PARTICIPANTS _____ OR EXPECTED ATTENDANCE _____

CIRCLE ONE: MORRISON (1) BOYD (2) COLLINS (3) HALBERT (4) STRICKLAND (5) FORD (6) WARE (7)

QTY	ITEM	RETURNED	COMMENTS
	PUSH BROOMS (MAX 3)		
	REGULAR BROOMS (MAX 3)		
	GARDEN RAKES (MAX 3)		
	LEAF RAKES (MAX 3)		
	LOPPING SHEARS (MAX 3)		
	HEDGE CLIPPERS (MAX 3)		
	SWING BLADES (MAX 3)		
	TRASH STICKS (MAX 3)		
	SCOOP SHOVELS (MAX 2)		
	SHOVELS (MAX 2)		
	GARDEN HOES (MAX 3)		
	GARBAGE BAGS (BASED ON VOLUNTEERS)		
	GARDEN GLOVES (MAX 5 PAIR)		
	BOW SAWS (MAX 1)		
	GARDEN FORKS (1)		

Guidelines to Usage:

1. Extended times and/or quantities must be approved.
2. Equipment must be returned within 24hrs unless pickup is on Friday.
3. Please schedule items for pickup and return between 9am – 3pm.



DATE & SIGNATURE OF PERSON/RESPONSIBLE PARTY

DATE & SIGNATURE OF CITY BEAUTIFUL STAFF MEMBER

RETURN DATE & SIGNATURE OF CITY BEAUTIFUL STAFF



MISSION

To provide leadership in educating and involving Memphians toward beautification and environmental improvement.